



Home of the Tualatin River National Wildlife Refuge

Parks & Recreation Board MEETING NOTES

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	05.04.15 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Scheirman
NOTES TAKEN BY	Tammy Steffens

ATTENDEES

Parks & Recreation Board		Council Liaison	
X	David Scheirman, Chair	X	Jennifer Kuiper, City Councilor
_	Mary Reid, Vice Chair		
X	Eric Evans	City Staff	
_	Marney Jett	X	Kristen Switzer, Community Services Director
X	James Forsyth	X	Tammy Steffens, Volunteer Coordinator
X	David Sorensen		
X	John Clifford	Guest	
X	Brian Amer	X	Stefanie Slyman, HHPR
X	Eric Kneifel	X	Ben Austin, HHPR

MEETING NOTES

1. Call to Order/Roll Call (Scheirman)
 - The meeting was officially called to order at 7:00 pm.
2. Adjustments to the Agenda (Scheirman)
 - None.
3. Introduction of new member
 - Eric Kneifel introduced himself. He and his wife moved to Sherwood about one year ago. He's enjoying the parks, trails and all the Sherwood has to offer.
 - Brian Amer introduced himself. He and his wife moved to Sherwood last summer. He's looking forward to serving on the board.
4. Citizen Comment (Scheirman)
 - Neil Shannon, Sherwood resident and Chair of the Budget Committee, asked for information regarding the motion at the April PRB meeting regarding no SDC fees being used for the Dog Park. Scheirman answered that the PRB wanted the priority to be Woodhaven Park Phase 2. Scheirman added that his understanding on the SDC fees are that they are to be used for capital improvements. He felt, and the Board agreed, that the Dog Park did not qualify as a capital improvement but that Woodhaven Park Phase 2 did. Shannon expressed appreciation for the explanation.

5. Approval of Minutes (Scheirman)

- *Evans motioned to approve the April 6, 2015 minutes. Seconded. All in favor; motion passed.*

6. Girl Scout Project – Stella Olsen Park (Switzer)

- Girls Scouts from Troop 40490 presented to the Board that they would like to donate a bench to the community. The Board suggested Woodhaven Park Phase 2 but in light of the Troop's timeline it was decided that Stella Olsen would be a better fit. The bench will be by the new playground equipment. *Evans moved, Kneifel seconded, all in favor; motion passed to allow the Troop to install a bench at Stella Olson.* Kuiper asked the girls to explain their project. The girls explained that this is part of a Girl Scout Bronze Award that they are trying to earn as a Troop. They are able to have assistance from Troop parents and will work to earn money, solicit donations, and take care of installation. The Board expressed appreciation for the offer and encouraged the girls to continue to work with staff.

7. Woodhaven Park - Phase 2 (Stefanie Slyman / Ben Austin, HHPR)

- There was a Neighborhood Meeting on April 20. Representatives from HHPR presented suggests to the board based on the comments received at that meeting. Slyman passed out a map reflecting suggestions (Exhibit A).
 - Bathroom doors moved so they don't open to picnic area
 - Board agreed
 - Bathrooms rotated to allow site lines from play area
 - Board agreed (north/south orientation)
 - More waste disposal posts for dog waste
 - Board agreed to four disperser posts (at stairs going from playground to path; at either end of east end trail)
 - Butterfly garden – not a lot of feedback either way
 - Board agreed to keep butterfly garden
 - Shift path on east end away from houses to create a slight “buffer zone”
 - Board agreed to shift the path approximately five feet away from houses. It was undecided what should go in the “buffer zone” created. Switzer will ask Craig Sheldon, Public Works Director, to weigh in on what should go between fences and path – wildflowers vs grass. That portion of the decision is on hold.
 - Clifford asked what materials would be used for the path. Slyman said it would be asphalt.
 - Clifford asked if there was ADA access to the trail. Slyman said there was from Pinehurst Drive.
 - Amer asked about the east end of the trail connecting through to Woodhaven. Slyman said not at this time.
 - Clifford asked if there would be a drinking fountain. Slyman said there would be one at the shelter / bathroom area.
 - Distance of the path would be .42 mile.
 - Concerns for future community garden spot looking “messy”
 - The community garden area is just reserved for potential future use so no decision was necessary at this time.
 - Basketball (full) court moved closer to playground

- Board agreed that full court was essential. There was much discussion regarding the location. The Board did not want to move it closer to the playground because of “big kids play” around the littler kids. There was concern about possible bad language used, rougher play, etc., that can be common on a basketball court compared to the younger kids playing on the playground. There was also concern about cutting off the site lines from the playground area to the other end of the park. It was decided that the location shown on Exhibit A was the best spot considering all other factors.
- Scale back parking lot (10 spots was suggested) and post “No Overnight Parking”
 - Board agreed
- Install a low fence in parking lot to discourage kids from just taking off into the park when they get out of the car
 - No discussion or decision made
- Install flagpole
 - Board decided to include it on the land use application. A flagpole might be included in the final plan but at the very least we would prepare for it (electrical for lighting) and set it up for a good Eagle Scout project.
- Austin addressed the Board regarding Clean Water Services (CWS)
 - He has a Service Provider Letter from CWS
 - He suggested moving the butterfly garden slight north (closer to the storm water facility) so that CWS might help with maintenance.
 - The parking lot will have 10 parking spaces, one of which will be reserved by handicap parking. The access to the east will be the entrance and the one to the west will be the exit.
 - The path would be made of pervious asphalt.
- Slyman passed out Exhibit B, C, and D to the Board as options for playground equipment. The Board members preferred the “digger” for the sandbox and large rocks structures to climb on for unstructured play.
- Slyman passed out Exhibit E showing stone step options for the stairs going from the playground area to the path.
- Slyman passed out Exhibit F showing a slide and climbing wall to go next to the stone steps from the playground area to the path. All Board members were in favor of this idea.
- Slyman passed out Exhibit G (cost estimate) and reviewed each line with the Board.
- Next step is to present the land use packet by the end of May.

8. Dog Park Update (Switzer)

- Plans are being finalized and things are still on schedule.
- The 2015-16 Budget still shows the Dog Park being paid for out of SDC fees. Switzer invited the Board to attend the next Budget Committee meeting. She reminded them that they would be commenting as individuals and not on behalf of the Board. Scheirman reiterated that he did not believe that the Dog Park was a capital project. Other members of the Board were in agreement.

9. Reports

- Parks Maintenance (Switzer)
 - Nothing to report
- Sherwood West Concept Plan Committee Report
 - Nothing to report per Switzer
- Recreation Monthly Report (Switzer)
 - Sports Fields and Gyms
 - Youth Soccer played 8 more games this month at Snyder Park and they continued to practice at the Ridges.
 - Youth softball played a total of 16 games at the high school softball complex and held practice during every dry day.
 - Youth baseball held a bunch of practice games. The older kids have started league games of which they held 14 games on Sherwood fields.
 - Greater Portland Soccer District rented Snyder Park for 12 hours in April
 - I had some softball teams rent open gyms when the weather was bad for their practice.

Field House

- We are still running 4 adult leagues.
- Sherwood Youth Soccer is running an indoor league in our facility, they are here a couple hours on Friday and 12 hours on Saturdays.
- We had a good month of pre-school play as we had 92 kids in the Field House over 11 dates.
- We had a couple of baseball teams rent the Field House for practice because of the weather.

Monthly Report April 2015					
April-15	Apr-15	-	YTD		Apr-14
Usage		People		People	People
	<u>Count</u>	<u>Served*</u>	<u>Count</u>	<u>Served*</u>	<u>Served*</u>
Leagues	4	392	24	5112	350
Rentals	94	1504	796	13343	1455
Other (Classes)					
[1] Day Use	11	92	79	596	57
Total Usage		1988		19051	1862
Income	Apr-15	YTD			
Rentals	\$2,800	\$49,309			
League fees (indoor)	\$6,329	\$67,814	-	-	
Card fees (indoor)	\$350	\$3,390			
Day Use	\$245	\$1,777			
Advertising					
Snacks	\$416	\$5,131			
Classes					
Total	\$10,140	\$127,421			
FY 13 14					
Income	Apr-14	YTD			
Rentals	\$2,605	\$39,821			
League fees (indoor)	\$5,747	\$74,381			
Card fees (indoor)	\$130	\$3,529			
Day Use	\$199	\$1,626			
Advertising		\$1,500			
Snacks	\$275	\$4,491			
Classes					
Total	\$8,956	\$125,348			

10. Council Update (Kuiper)

- Kuiper expressed that she is not in favor of using SDCs for the Dog Park and invited Board members to attend the Budget meeting.

11. Other

- Clifford announced that he participated in the Boston Marathon and finished with a time of 2:54 which was 16th fastest from Oregon and 1st fastest from Sherwood!
- Sorensen asked about the on trees needed to be cut down from the April meeting. Switzer said that Public Works is not yet ready with that report.

12. Next meeting/adjourn

- Next meeting will be held on Monday, June 1, 2015 at 7:00 pm at City Hall.

Adjourned at 8:45 pm